

BALLOT ACCESS CHECKLIST

FOR MUNICIPAL CANDIDATES

Each of the following forms must be completed and filed on time by candidates for municipal office in order for the candidate's name to be placed on the ballot at the February 21, 2017 Spring Primary and the April 4, 2017 Spring Election.

If you are **not running for office** you must file [Notification of Noncandidacy \(form EL-163\)](#). Notification must be received by no later than 5:00 pm on the 2nd Friday preceding the deadline for filing ballot access documents or December 23, 2016.

- **Complete and submit a [Campaign Registration Statement \(form ETHCF-1\)](#) to the filing officer no later than **5:00 p.m. on Tuesday, January 3, 2017**.
New candidates should file a campaign registration statement as soon as intent to seek elective office is known and before funds are collected or spent. Wis. Stat. §§ 11.05(2g), 11.10(1).**
- Continuing candidates should file an amended campaign registration statement indicating the office sought and the new primary and election dates.
- All candidates should file a campaign registration statement or amended statement **before** circulating nomination papers. A current form must be filed with the filing officer no later than January 3, 2017, or the candidate's name will not be placed on the ballot. Wis. Stat. §§ 8.10(5), 8.30(2).

Circulate and submit [Nomination Paper for Nonpartisan Office \(form EL-169\)](#) to the filing officer. Original nomination papers (no photocopies, faxes, or emailed documents) must be received by the filing officer no later than **5 p.m. on Tuesday, January 3, 2017** or the candidate's name will not be placed on the ballot. Nomination papers may not be circulated before December 1, 2016. Wis. Stat. §§ 8.10(2),(3), Wis. Admin Code GAB §6.04(2).
The number of signatures required for a 4th Class City is as follows:

Citywide offices (Mayor or Judge) 50 – 100

Aldersperson elected to district 20-40

Complete and submit a [Declaration of Candidacy \(EL-162\)](#) to the filing officer no later than **5 p.m. on Tuesday, January 3, 2017.** This form must be filed no later than January 3, 2017 or the candidate's name will not be placed on the ballot. If the form is faxed or emailed, the original document must follow, postmarked no later than **January 3, 2017**. Wis. Stat. §§ 8.10(5), 8.21, 8.30(4), Wis. Admin. Code GAB § 6.04.

Municipal Judge Candidates: February 2019 is the next election
Complete and submit a *Statement of Economic Interest* (GAB-904) to the Government Accountability Board (G.A.B.), 212 E. Washington Ave., 3rd Floor, P.O. Box 7984, Madison, WI 53707-7984, no later than **4:30 p.m. on Friday, January 4, 2019.** If this statement is not filed with the G.A.B. by January 4, 2019, the candidate's name will not appear on the ballot. Faxed forms are acceptable. Wis. Stat. §§19.43 and 19.44 before December 1, 2018, the Wisconsin Election Commission will mail statement of Economic Interest forms to each incumbent whose office is up for election. Any time after December 1, 2018, a candidate may print the Statement of Economic Interest form and instructions from the Wisconsin Elections Commission website (elections.wi.gov). When obtaining signatures the date of signing must be completed. For complete details see <http://elections.wi.gov> and <http://elections.wi.gov/elections-voting> (608) 266-8005

For more information please call South Milwaukee City Clerk's office at 762-2222.

This information may not be interpreted as either legal advice or a release from your responsibility to comply with the law.